

Held July 3, 2024

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, July 3, 2024 at 6:30 p.m. with the following members present: Keith McClintock, Catherine Wolcott, and Dave Johnson. Also present was Fiscal Officer Mike Romans, Road Superintendent Mike Welker, Zoning Inspector Richard Acquaviva, Fire Chief Hildenbrand and those on the attached sign in sheet.

Mr. McClintock called the Regular Meeting to order with the Pledge of Allegiance at 6:30 p.m.

Mr. McClintock reported that there was a quorum. All three trustees were present.

Mr. McClintock asked if any residents had questions or concerns to bring before the Board. There were no questions or concerns.

MINUTES

Mr. McClintock asked the Board if there were any comments or corrections regarding the minutes of the April 17, 2024 Regular Meeting. There were no corrections or changes to the minutes and Mr. Johnson recommended that they stand as approved and waive the reading.

MOTION 2024-95: Made by Mr. Johnson, seconded by Mrs. Wolcott to approve the minutes of the April 17, 2024 Regular Meeting. Motion carried by unanimous vote.

Mr. McClintock asked the Board if there were any comments or corrections regarding the minutes of the May 1, 2024 Regular Meeting. There were no corrections or changes to the minutes and Mr. Johnson recommended that they stand as approved and waive the reading.

MOTION 2024-96: Made by Mr. Johnson, seconded by Mrs. Wolcott to approve the minutes of the May 1, 2024 Regular Meeting. Motion carried by unanimous vote.

Mr. McClintock asked the Board if there were any comments or corrections regarding the minutes of the May 15, 2024 Regular Meeting. There were no corrections or changes to the minutes and Mr. Johnson recommended that they stand as approved and waive the reading.

MOTION 2024-97: Made by Mr. Johnson, seconded by Mrs. Wolcott to approve the minutes of the May 15, 2024 Regular Meeting. Motion carried by unanimous vote.

Mr. McClintock asked the Board if there were any comments or corrections regarding the minutes of the May 21, 2024 Special Meeting. There were no corrections or changes to the minutes and Mr. Johnson recommended that they stand as approved and waive the reading.

MOTION 2024-98: Made by Mr. Johnson, seconded by Mrs. Wolcott to approve the minutes of the May 21, 2024 Special Meeting. Motion carried by unanimous vote.

Mr. McClintock asked the Board if there were any comments or corrections regarding the minutes of the June 5, 2024 Regular Meeting. There were no corrections or changes to the minutes and Mr. Johnson recommended that they stand as approved and waive the reading.

MOTION 2024-99: Made by Mr. Johnson, seconded by Mrs. Wolcott to approve the minutes of the June 5, 2024 Regular Meeting. Motion carried by unanimous vote.

ZONING INSPECTOR

Mr. Acquaviva reported he has issued one permit. Three variances are pending. Three violations have been issued. A junk vehicle, commercial heavy hauling on residential property and residential property with a large storage container.

RECORD OF PROCEEDINGS
HAMBDEN TOWNSHIP TRUSTEES

Minutes of

Regular

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held July 3, 2024

Mr. Acquaviva is waiting for Geauga County Prosecutors Office Susan Weiland regarding the Colombi property on GAR Hwy., and he is working with the Ohio EPA on another property in Hambden Township.

ZONING

Mrs. Wolcott stated that the Zoning Commission continues to discuss the shipping container issue. Nothing has been finalized.

FIRE DEPARTMENT

Chief Hildebrand provided a call summary of the Fire Department activities for the month of June.

Chief Hildenbrand reported that the Hambden Fire Department has received a \$2 million grant towards the building a new fire station. This money must be spent by June 2026. The \$2 million grant will satisfy the matching funds for the \$6.5 million federal grant. No funds will be needed from residents to build the new fire station. The state grant paperwork is being started. Senator O'Brian will be visiting the Hambden fire station on Friday, July 5th.

FINANCIAL

Mr. Romans reported that the month-end payroll and taxes totaled \$18,300.86.

Mr. Romans reported that tonight vendor warrants #14400 through and including #14411 totaling \$321,924.00 were submitted to the Board for approval and signature. Backup was attached to the checks. They will stand as approved. There were no questions from the Board.

Mr. Romans reported that purchase order # 94-2024 was submitted to the Board for signature and approval.

Mr. Romans reported that one blanket certificate was issued.

#98-2024 2171-610-490 Other Supplies and Materials \$200.00

MOTION 202-100: Made by Mr. Johnson, seconded by Catherine Wolcott to approve blanket certificate #98-2024 as submitted. Motion carried by unanimous vote.

Mr. Romans reported that \$78,000 was transferred from 1000-910-910 to the fire fund 2191 from the windfall tax.

Mr. Romans asked the Board to approve the Resolution approving the proposed 2025 tax budget.

RESOLUTION 2023-15: Made by Mr. Johnson, seconded by Mrs. Wolcott to Pass the Resolution approving the proposed 2025 tax budget. Upon call of roll: Mr. Johnson-yes, Mrs. Wolcott- yes, Mr. McClintock- yes. Motion carried.

Mr. Romans ask the board to declare the Dell B2360 printer as surplus and trash. This printer was supplied by UAN.

MOTION 2024-101: Made by Mr. Johnson, seconded by Mrs. Wolcott to declare the Dell B2360 printer as surplus and trash. Motion carried by unanimous vote.

RECORD OF PROCEEDINGS
HAMBDEN TOWNSHIP TRUSTEES

Minutes of

Regular Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held July 3, 2024

Mr. Romans asked the board's permission to advertise and hire a fiscal officer assistant for up to 40 hours a month, at the rate of \$15 to \$21 per hour – depending on qualifications and experience.

MOTION 2024-102: Made by Mr. Johnson, seconded by Mrs. Wolcott to advertise for a fiscal officer assistant not to exceed 40 hours per month at a negotiated rate not to exceed \$21 per hour. Motion carried by unanimous vote.

Mr. McClintock stated that the board had received a letter from the park board regarding the 2025 budget. The park board concern is that salaries are paid from the park levy fund which consumes most of the budget. After some discussion, the Board agreed that the Park Board can budget the funds from the general park fund for projects. An agreed to amount will be approved annually by the Board.

ROADS

Mr. McClintock asked the board to approve change order number one for the final payment of \$160,927.70 to Cole Burton Contractors for the resurfacing of various roads in Hambden Township.

MOTION 2024-103: Made by Mr. Johnson, seconded by Mrs. Wolcott to approve change order number one for the final payment of \$160,927.70 to Cole Burton Contractors for the resurfacing of various roads in Hambden Township. Motion carried by unanimous vote.

Mr. McClintock stated the project came in at \$17,092.50 under budget.

Mr. McClintock asked the board to approve Mr. Welker and Mr. Babic working on Thursday, July 4th and taking off Friday July 5th for the legal holiday. Mr. McClintock's stated that he spoke with Geauga County Prosecutors Office Susan Weiland and received approval.

MOTION 2024-104: Made by Mr. Johnson, seconded by Mrs. Wolcott to approve Mr. Welker and Mr. Babic working on Thursday, July 4th and taking off Friday July 5th for the legal holiday. Motion carried by unanimous vote.

Mr. Welker reported that the western star truck alternator needed to be replaced. The crack ceiling on the roads has been completed and they are currently working on roadside ditching and will begin working on culvert replacements.

TOWNSHIP HALL

Mr. McClintock stated that the clock if the Old Town hall was found lying on the floor broken. This clock was donated to the Township by the railroad group that uses the town hall monthly. His recommendation is to look for repair parts.

Mrs. Wolcott reported she is still working on the fascia repair and coordinating it with the electrical company.

Mr. Johnson reported that additional quotes are due for the replacement of 2 man-doors on the road garage was sent out for additional request for proposals. One contractor met with Mr. Welker and gave an estimated cost of \$1,000 per door plus installation.

RECORD OF PROCEEDINGS
HAMBDEN TOWNSHIP TRUSTEES

Minutes of

Regular Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held July 3, 2024

Mr. McClintock spoke about the replacement of the road garage. He stated there are three options. Option one is to wait until 2026 and construct a new garage adjacent to the new fire station. Option two is to put up a new garage at another location. Option three is to use the old fire station as the road garage after the fire department moves to their new facility. Option three would require a structural engineering firm to evaluate what would be needed to convert the existing fire station into a road garage. According to state guidelines for the establishment of a reserve fund would need to be created showing where the taxes funds will be used. (which will require a sound estimate in writing). The other option would be to find a location and install a prefab building.

SAFETY

Mr. Welker reported that a visitor at the cemetery was talking inappropriately to Ceaira. In the future she will not be working in the cemetery alone and if this incident occurs again the Sheriff's Office will be contacted.

PARK

Mr. McClintock reported that the picnic committee is collecting donations for the Chinese auction. The donations can be placed on the file room table behind zoning. There is a sign in sheet to be filled out regarding who the donation was from.

Mr. McClintock stated that the newsletter is set to print this week and be mailed next week allowing time to notify the residents of the upcoming community picnic.

Mr. Welker stated that the playground grading is done. They will give the ground some time to settle before adding additional material, if needed.

CEMETERY

Mr. Johnson stated that he was contacted by Mary Martin regarding the reimbursement for the decorations that were removed from her family graves, prior to the set removal date. Ms. Martin is requesting \$50 which the board feels is a fair amount. A check will be issued to Ms. Martin for the next meeting.

MOTION 2024-105: Made by Mr. Johnson, seconded by Mrs. Wolcott to reimburse Mary Martin \$50 for the decorations that were removed from her family's graves in error by the township employee. Motion carried by unanimous vote.

Mr. Johnson stated the corrected signs for the Cemetery will be delivered next week.

Mr. McClintock presented to the board for approval and signature a cemetery deed for Joyce Edelinsky's purchase of a columbarium niche.

Mrs. Wolcott suggested reviewing the cemetery fees and regulations due to the change in hours of the road workers. The board tabled the decision until everyone has a chance to review the existing fees and regulations.

MISCELLANEOUS

Mr. McClintock reported that several complaints from Hamdden residents have been received concerning the noise coming from Pioneer Waterland concert series. Mrs. Wolcott will contact Montville Township trustees via e-mail to inform them of these complaints.

RECORD OF PROCEEDINGS
HAMBDEN TOWNSHIP TRUSTEES

Minutes of

Regular Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held July 3, 2024

Mr. McClintock reported that they received notification from the Ohio Auditor of State regarding fraud reporting and training for all elected officials. The training must be completed within 60 to 90 days.

Mr. McClintock announced the next Board of Trustees meeting is scheduled for Wednesday, July 17, 2024 at 6:30 pm.

Mr. McClintock stated that the board will take a short recess and before entering executive session for the hiring of a Township employee.

MOTION 2024-106: Made by Mr. Johnson, seconded by Mrs. Wolcott to enter executive session at 7:16 PM. Motion carried by unanimous vote.

The board returned to open session at 7:26 p.m.

No action was taken.

There being no further business to come before the Board at this time, the meeting adjourned at 7:27 p.m.

ATTESTED TO:

APPROVED BY:


Mary Ann Dottore, Administrative Assistant


Keith McClintock

DATE APPROVED:


Catherine Wolcott


August 21, 2024


Dave Johnson

RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held _____ 20 _____

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